



Drugs Education and the Management of Drug Related Incidents Policy

Key points and summary

1. Harrow High School acknowledges the importance of our pastoral role in promoting the welfare of young people and through the general ethos of the School, will discourage substance and alcohol abuse, encourage learners to adopt increasingly healthy lifestyles and persuade individuals to come forward for additional support where required.
2. The school is committed to the health and safety of our all members of our school community and will take action to safeguard and promote their personal development and well-being.
3. This policy aims to:
 - Give clear guidance to staff, parents, learners, visitors and those hiring the school premises.
 - Set out clear consequences.
 - Clarify to parents/carers the school's objectives.
 - The policy is part of the Safeguarding suite of policies and applies at all times when staff are acting in loco parentis, including on educational visits, to and from school and break times.

Approved by (SLT):

Approved on (GB): Awaiting approval

Review date: March 2019

Responsible for review: Matt Jukes

Definition

A drug is a substance which, when taken into the body, changes the way we feel, the way we see things and the way the body works. This policy covers a range of drugs including medicines, tobacco, alcohol, solvents and illegal drugs and describes the school's approach to drug education and to dealing with incidents of drug misuse.

Our Drugs Education Policy is based upon our vision, aims and the central tenet of which is the delivery of 'Excellence for all'. We believe that 'Excellence for all' not only relates to learners' progress and attainment but also to their personal development and well-being.

1. Current research indicates that drug use, both legal and illegal, is rising amongst young people.
2. We do not support the misuse of tobacco, alcohol, solvents, illegal drugs and medicines by members of the school.
3. Under no circumstances will the supply or sale of illegal drugs on the school site be tolerated.
4. The school believes it has a duty to inform and educate young people on the consequences of drug use and misuse.
5. Fundamental to our school's values and practice is the principle of sharing the responsibility for education of young people with parents and carers by keeping them informed and involved at all times.
6. Whilst we acknowledge that some young people will use and misuse substances, it is seen as important to recognise that the remainder of young people are choosing not to use or misuse substances. We will help individual learners according to their differing needs.

Responsibilities

The Headteacher has responsibility for supporting other members of staff in the implementation of this policy. The Deputy Head Teacher Behaviour and staff teaching SMSC will provide a lead in the dissemination of information relating to drug education. Parents and Carers are encouraged to support the school's drug education programme and have access to this policy.

All Staff

Drug prevention is a whole school issue. All staff, both teaching and support staff, should be aware of the policy and how it relates to them should they be called upon to deal with a drug-related incident.

The site manager regularly checks the school premises – any substances or drug paraphernalia found will be reported to the Head-teacher and Senior Leadership Team and dealt with in accordance with this policy.

Provision of Drugs, Alcohol and Tobacco Education

Drugs education forms part of our SMSC programme (see Appendix A) which incorporates PHSCE delivered in discrete timetabled lessons for all learners.

In so doing we aim:

1. To enable all learners to make healthy, informed choices by increasing knowledge, challenging attitudes and developing and practising skills.
2. To provide accurate information about substances.
3. To increase understanding about the implications and possible consequences of use and misuse.

4. To encourage an understanding for those experiencing or likely to experience substance use.
5. To seek to minimise the risk that users and potential users face.
6. To enable young people to identify sources of appropriate personal support both inside and outside the school.
7. To use outside agencies and visitors in ways which complement and enhance the programme of drug education.
8. To co-ordinate and evaluate the impact of additional services on the well-being of learners through Panel.

All staff have access to relevant training and resources. The resources used are reviewed on a regular basis in line with curriculum changes and recommendations.

Use of other Professionals

We work closely with health and other professionals through Panel. Panel works within the school in the following ways:

- Gives targeted learners confidential support (except where there are CP issues) and advice, through services such as drop-in sessions;
- Enables links to be made between health professionals, YOT, YISP, School and parents/carers.

Sanctions

In normal circumstances parents and carers will be contacted when there is a suspicion of a drug related instance. If the Headteacher assesses that the situation is a child protection issue then Social Services will be contacted in the first instance.

If a learner is found in possession of drugs, the priority will be the welfare and safeguarding of learners at all times. A range of sanctions may be used including a fixed term or permanent exclusion. However, if learners are found to be selling or supplying illegal substances to others a permanent exclusion may result following a detailed investigation.

See Appendix B

Appendix A

The Drugs, Alcohol and Tobacco Curriculum

The schemes of work will ensure that the following requirements and guidelines are met with respect to drugs education. Details of the programme can be found within the SMSC schemes of work and lesson plans. Drug education is an important aspect of the curriculum for all schools. It should increase learner's knowledge and understanding and clarify misconceptions about:

1. the short- and long-term effects and risks of drugs,
2. the rules and laws relating to drugs,
3. the impact of drugs on individuals, families and communities,
4. the prevalence and acceptability of drug use among peers,
5. the complex moral, social, emotional and political issues surrounding drugs,
6. develop learners' personal and social skills to make informed decisions, and keep themselves safe and healthy, including:
 - assessing, avoiding and managing risk,
 - communicating effectively,
 - resisting pressures,
 - finding information, help and advice,
 - devising problem-solving and coping strategies,
 - developing self-awareness and self-esteem,
 - enable pupils to explore their own and other peoples' attitudes,
 - towards drugs, drug use and drug users, including challenging,
 - stereotypes, and exploring media and social influences.

Appendix B

Dealing with Drug-Related Incidents

The following provides a framework for dealing with incidents surrounding the use, suspicion of use and finding of drugs and substances. Within school the following guidelines apply to the possession or use of drugs, alcohol and tobacco on school premises:

Medicines

Where learners are on prescribed medicines, cases will be dealt with on an individual basis and appropriate procedures will be followed (e.g. safe storage of medicines in line with national and local guidance for allocation when necessary). Information for parents/carers is in the New Parents' Booklet, Planner and is reflected in the school's policies.

Tobacco

In line with legislation, the school has a policy of No Smoking.

Alcohol

No alcohol is consumed during the course of the normal school day. Those hiring the school premises are not allowed to consume alcohol on site.

Solvents

The school will ensure that potentially harmful substances are stored safely and learners supervised carefully in the event of them having to be used in the course of their work. The use of aerosol deodorants will be discouraged because of the potential risks to people with asthma or other bronchial problems.

Illegal substances

No illegal or illicit substances should be brought to school or used on school premises. Learners are also not expected to be on site under the influence of illegal substances.

What to do in the event of finding a drug or suspected illegal substance

1. Take possession of the drug/substance and inform the member of staff on Learning Walk who will inform the Headteacher* at the first available opportunity.
2. In the presence of a witness the article should be packed securely and labelled with the date, time and place of discovery.
3. The package should be signed by the person who discovered it and stored in a secure place. (eg Headteacher's office, Deputy Head Teacher's office)
4. The Headteacher* will always involve the school's link community liaison police officer in the case of suspected drugs or illegal substances in school.
5. In the event of discovering a hypodermic needle the incident should be recorded by the Learner Services Officer and the following procedure should be followed in order to protect all persons:
 - Do **NOT** attempt to pick up the needle.
Inform the member of staff on Learning Walk who will inform the Headteacher.
 - If possible, cordon off the area to make it safe.
 - The needle should be placed in a sharps box or other secure box
6. All illegal substances are passed on to the police after the school confiscates them.

**in the absence of the Headteacher, the designated deputy headteacher in charge must be informed*

What to do in the event of finding or suspecting a learner is in possession of a drug

Inform the member of staff on Learning Walk who will inform the Headteacher.

The member of staff on Learning Walk will request that the learner hand over the article(s).

Having taken possession of the substance/paraphernalia, the procedure should be followed as above.

Searching for banned items

Full details are within the Behaviour for Learning Policy. However it should be noted that;

1. The Headteacher and Deputy Head Teachers are authorised to search school property, e.g. lockers without permission.
2. The Headteacher can search for an extended list of items including alcohol, illegal drugs and stolen property without permission. Items identified in the Behaviour Policy can also be searched for and confiscated if found.
3. Learners should be given the opportunity to empty their pockets, bag, etc. in the presence of a staff witness. Staff conducting the search can ask for outside clothing to be removed so they can look through them, this includes blazers, coats, shoes etc but not clothing next to the skin.
4. If a young person refuses to co-operate, it may be necessary to involve the school's Safer School's Officer or other police officer but these are always conducted with a parent/carer being present.

The school complies with the DfE guidance on [Searching, screening and confiscation at school](#).

Procedures for dealing with a learner suspected to be under the influence of a drug or substance.

Stay calm, place the learner in a quiet area, do not leave on their own and seek medical advice from the school's Learner Services Officer who is also first aid trained who will assess the situation and act appropriately the member of staff on Learning Walk must also be informed.

Any suspected substances should travel with the learner if removed for treatment. Vomit should be safely collected where possible by the school's Learner Services Officer and also taken with the learner (for analysis).

All drug related incidents are recorded on SIMs.

When to contact the police

There is no legal obligation for the school to contact the police when a drug incident or offence has been discovered. Contacting the police is at the Headteacher's discretion. However, the school has established close liaisons with our local police and any information about illegal sales of drugs including alcohol and tobacco will always be reported to them. In the event of a drug-related incident in the school, the school would co-operate with the police should they wish to search the premises.